
Cobb County Community Development Block Grant Program

127 Church Street, Suite 270

Marietta, Georgia 30060

W. Lance Crawford, Director

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Administered by W. Frank Newton, Inc.

An Equal Opportunity Employer

Program Management Firm For Cobb County

Frank Newton, President



INFORMATION FOR APPLICANTS

GENERAL INFORMATION FOR ALL HUD ENTITLEMENT GRANT PROGRAMS – COBB COUNTY

A. OBTAIN APPLICATION MATERIALS FROM:

Cobb County Community Development Block Grant Program

127 Church Street, Suite 270

Marietta, Georgia 30060

Telephone: (770) 528-4600

Fax: (770) 528-4613

Application Materials Available: February 13, 2006 [8:00 A.M.] – April 21, 2006 [5:00 P.M.] at <http://cobbcounty.org/cdbg/index.htm>. Documents are available in Microsoft WORD format and can be downloaded and completed on your computer. **IMPORTANT: When filling out the Application, USE the TAB KEY or Click on Each Section with Your Mouse.]**

B. APPLICATION WORKSHOP

The Cobb County Community Development Block Grant [CDBG] Program office invites interested potential applicants to an Application Preparation Workshop where these application materials will be presented and where potential applicants may ask questions about the CDBG, HOME and ESG Programs.

Application Preparation Workshop

a. Date: **Wednesday, March 15, 2006**

b. Time: **9 a.m. – 11 a.m.**

c. Place: **Central Library**

PLEASE CONTACT THE CDBG PROGRAM OFFICE AT [770] 528-4600, Ext. 224 FOR DETAILS.

Persons interested in attending the Application Workshop should notify the Cobb County CDBG Program office by calling 770-528-4600, ext. 224 or fax 770-528-4613. You may also e-mail your intention to attend the workshop: suyong.choi@cobbcounty.org.

C. APPLICATION SUBMISSION DEADLINE

Application Submission Deadline: Friday, April 21, 2006 – 5:00 P.M. – Local Time

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D. LATE SUBMISSIONS

Any applications that are **received** at the Cobb County CDBG Program Office after the April 21, 2006, 5:00 P.M. Local Time submission deadline will be returned to the applicant and will be declared ineligible for funding.

Received is defined as: Applications are physically delivered or mailed sufficiently early to be physically received at the Cobb County CDBG Program Office by the 5:00 P.M., April 21, 2006.

A. SUBMIT COMPLETED APPLICATIONS TO:

Cobb County Community Development Block Grant Program Office
127 Church Street, Suite 270
Marietta, GA 30060
Telephone: (770) 528-4600

B. APPLICATION SUBMISSION REQUIREMENTS – ALL GRANTS

1. Agencies or organizations must have been authorized to submit applications by their respective governing boards, or from their agency directors, if so authorized by the governing boards.
2. Two [2] signatures are required of each application submitted: one (1) person who prepared the application; and, one (1) person at the supervisory or governing board level who approved the application and authorized its submission to Cobb County.
3. Applications should be submitted in: **Hardcopy Submission Only**

C. HARDCOPY ATTACHMENTS – NON-PROFIT ORGANIZATIONS

1. Current tax-exempt certification [Section 501(c)(3)] that it has received from the IRS prior to submission of the application.
2. Incorporation approval from the Georgia Secretary of State
3. Current-by-laws
4. Listing of current officers and current members of the Board of Directors, and their addresses as listed with the Georgia Secretary of State.
5. Most recent audit or audited financial statement of the organization submitting the application to Cobb County.
6. Current Business Plan.

H. DOCUMENTS TO BE SUBMITTED WITH APPLICATIONS FROM NON-PROFIT ORGANIZATIONS

Non-profit organizations must submit the items listed in Section G with project applications.

[Note: All documents must be those of the applicant organization, not those of another organization – i.e., the applicant organization's name must appear on all the documents listed here.]

If multiple applications are submitted, only one [1] copy of each document must be submitted.